

# **PARKS AND COMMUNITY SERVICES COMMISSION**

## **REGULAR MEETING**

### ***Minutes***

#### **CITY OF DUBLIN**

July 21, 2014

The July 21, 2014 Regular Meeting of the Parks and Community Services Commission was called to order at 7:01 PM at the Dublin Civic Center, Dublin, California, by Chair Totaro.

#### **PLEDGE OF ALLEGIANCE**

Chair Totaro led the Pledge of Allegiance.

#### **ROLL CALL**

Commissioners (Cm.) Present: Ballesteros, Boboc, Mack, Totaro, Tran

Commissioner Absent: Elias

#### **ORAL COMMUNICATIONS**

##### **3.1 Oath of Office by City Clerk to Newly Appointed Student Commissioner, Alicia Tran**

Ms. Caroline Soto, City Clerk, administered the Oath of Office to Ms. Alicia Tran.

##### **3.2 BRIEF INFORMATIONAL ONLY REPORTS FROM THE SENIOR CENTER AND YOUTH ADVISORY COMMITTEES**

##### **Senior Center Advisory Committee**

Vice Chair Mack, Parks and Community Services Commission Liaison to the Senior Center Advisory Committee, reported that the Senior Center Foundation had a fireworks booth for the 4<sup>th</sup> of July and the bingo program made \$750 for the month of June; the Senior Center Advisory Committee was supportive of the Senior Center drop-in fee increasing to \$2.00 effective January 1, 2015; effective July 1, 2014, Open Heart Kitchen began providing lunch service for the Senior Lunch Program; the Advisory Committee received an update on the City's drought emergency efforts and recycled water at the parks; and, the Advisory Committee was informed the Parks and Community Services Department has been working to increase partnerships with Camp Parks.

##### **Youth Advisory Committee**

Cm. Tran, Parks and Community Services Commission Liaison to the Youth Advisory Committee, reported that at the June 25, 2014 meeting, Ms. Mary Ayers from the Dublin Library provided information on teen activities for the summer, Mr. Mark Duncanson, Recreation Coordinator for the City of Pleasanton attended the meeting and lead the Youth Advisory Committee (YAC) with team building exercises and games. In addition, Staff reviewed the YAC Bylaws and Rules of Procedures, appointed Advisory Committee Members Jessie Sher to Chairperson and Neil Bedi to Vice Chairperson, and selected Committee Members Ianna Fong as the representative and Parin Patel as the alternate for the Dublin Crossing Park Master Plan Task Force.

##### **3.3 PUBLIC COMMENTS— None**

## **APPROVAL OF MINUTES**

### **4.1 May 19, 2014**

On a motion by Cm. Ballesteros, seconded by Vice Chair Mack, and by a vote of 3-0-2, with Commissioner Elias absent, the Commission voted to approve the minutes of May 19, 2014, as presented. Commissioners Boboc and Tran abstained from the vote due to their absence during the May 19, 2014 meeting.

## **WRITTEN COMMUNICATIONS** – None

## **PUBLIC HEARING** – None

## **UNFINISHED BUSINESS** – None

## **NEW BUSINESS**

### **8.1 Winter 2014 Quarterly Report**

Ms. Micki Cronin, Assistant Director of Parks and Community Services, presented the specifics of the item as outlined in the Staff Report.

Cm. Ballesteros asked about the changes to the Zumba classes. Ms. Cronin stated one of the Zumba classes was previously held in the large ballroom at the Dublin Senior Center with minimal participants in attendance so the location changed to a smaller classroom. Another Zumba class moved to the Shannon Community Center from the Dublin Senior Center.

Cm. Ballesteros commented that she was surprised the Junior Warriors Basketball Program had such a large amount of participation.

Cm. Ballesteros asked about the decrease in volunteer hours at the Dublin Senior Center and if there is a partnership in place with Dublin High School (DHS) for volunteers. Ms. Cronin stated the City does have a partnership with DHS. Students typically volunteer on weekends or for special events as the Senior Center closes at 4:00 PM on weekdays. The decrease has taken place during business hours as a couple of key volunteers have moved away or become ill.

Cm. Ballesteros asked about the criteria for cancelling classes. Ms. Cronin stated cancellations depend on a number of factors, primarily the number of participants registered for the program. In some cases a class may be held with low participation in order to build the program.

Vice Chair Mack suggested working with Dublin High School to have students volunteer to teach seniors about modern cell phones and other technology, and receive community service credit in return. Ms. Cronin stated that she thought it was a great idea and would pass the suggestion to the Senior Center Staff.

Cm. Tran agreed with Vice Chair Mack's suggestions and added that the Alameda County Libraries have a similar program that provides assistance for learning new technology.

Cm. Tran asked if the gym at Wells Middle School is available for Student Union to help with the space availability issue. Ms. Cronin stated Student Union currently uses Stager Gym for the activity portion of

the program. Space is limited for the portion of the program where the teacher is available and onsite to assist with homework. Fallon Middle School has two teachers and a common area that they use for the teaching portion which allows for more enrollments at that location.

Cm. Tran asked how scholarships are awarded for the Youth Fee Assistance Program. Ms. Cronin stated any Dublin family with youth up to the age of 17 whose household income level meets specific requirements can apply for the program.

Chair Totaro asked about the California Player Development Program (CPDP). Ms. Cronin explained the CPDP program is a contracted basketball program that is separate from the City's Junior Warriors Basketball program and is intentionally provided to bring in new energy and diverse teaching skills.

Chair Totaro asked if the decrease in the volunteer hours at the Senior Center has had an impact on any of the programs. Vice Chair Mack stated that in her observation the Senior Center may have some hectic days but Staff has been able to manage well.

## **8.2 Spring 2014 Quarterly Report**

Ms. Micki Cronin, Assistant Director of Parks and Community Services, presented the specifics of the item as outlined in the Staff Report.

Cm. Tran commented that she volunteered for the Shamrock 5k Fun Run race day onsite registration.

Vice Chair Mack commented on the positive feedback received for the Senior Center's new lunch program provider, Open Heart Kitchen. Ms. Cronin stated Spectrum had been the previous vendor for the past three years. Open Heart Kitchen was selected through an open bid process by Alameda County and began providing service on July 1, 2014. The lunch fees have been reduced by \$0.50, patron reviews have been positive, and the attendance is increasing.

Chair Totaro asked if the reason the lunch program previously suffered a decrease in attendance was due to the guidelines of nutrition standards. Ms. Cronin stated Open Heart Kitchen is also required to work within the same guidelines.

Cm. Boboc asked how Dublin Unified School District's (DUSD) decision to approve an extra period for the High School will affect the City's After School Recreation Program. Ms. Cronin stated the change will be during school hours and the City's program is after school only.

Cm. Ballesteros commented on the four-year old preschool programs being cancelled. Ms. Cronin clarified that the afternoon classes are struggling; however, the morning classes are still popular. One of the main reasons for the decrease in attendance for the four-year old afternoon programs has to do with DUSD offering a Transitional Kindergarten program for preschool age children at no cost. Staff is looking into providing different classes in the afternoon as an alternative.

Cm. Ballesteros reported that she attended the Dublin Community Car Show event. She suggested offering additional food trucks or a larger variety of food options. Ms. Cronin stated Staff normally has four food trucks at the event; this year only three were booked due to the size of the event. Next year the Heritage Business Park across the street from the Heritage Park and Museums may be under construction. It is also anticipated that Emerald Glen Park, the alternate location, will also be under

construction next year. Thus, finding a location to hold the Car Show in 2015 could be challenging and may result in canceling the event in 2015.

Cm. Ballesteros commented that she participated in the Shamrock 5K Fun Run and had a great experience. She stated she picked up her race packet at World of Shoes prior to race day and had an easy, pleasant experience when she showed up for the race. Cm. Ballesteros asked where the food was given out at the end of the race. Ms. Cronin stated the food was given out at the main stage near the finish line, where the race winners are announced. The location for the food and awards will most likely be located in the same area next year.

Cm. Ballesteros asked about the contracted sports programs and how partnerships are formed. Ms. Cronin stated instructors generally contact the City with a course proposal. Staff reviews the course proposals to determine whether the course fits in with the City's programs and provides variety. Staff from different cities also get together to collaborate and discuss class ideas.

Chair Totaro asked about the decrease in participants for the Shamrock 5K Fun Run compared to 2013. Ms. Cronin stated the 2013 Shamrock 5K Fun Run participation was a record high and the reason may have been attributed to the fact that race day fell on St. Patrick's Day.

Chair Totaro asked for clarification on the food trucks at the Dublin Community Car Show event. Ms. Cronin stated although three food trucks were booked, only two were present (due to one vendor's mechanical troubles) and typically there are four food trucks at the event. Chair Totaro asked if the event was considered a success in which the food trucks and vendors would want to return for future events. Ms. Cronin stated the vehicle owners enjoy the size of the venue and the steady flow of participants. Vehicle owners also appreciate that the venue is at a historical site. Chair Totaro commented that it can be a disaster at events if there are not enough food trucks or food vendors.

Chair Totaro commented on the City of Dublin hosting the Teen Job Fair in 2015. Ms. Cronin stated the Teen Job Fair is in partnership with the Dublin San Ramon Women's Club and Tri-Valley cities. The Shannon Community Center is the desired location as it is a popular venue, although it could be held at the Dublin Senior Center because of the smaller rooms available for the mock interviews and lectures. Vice Chair Mack commented that people can do so much with their phones and tablets that not as many people attend the event. Vice Chair Mack thought there was good Dublin representation at the last Teen Job Fair this past year and Vice Mayor Don Biddle attended the event. Chair Totaro stated that the event is a good opportunity for teens to get experience and talk to a person face-to-face about a job. Cm. Ballesteros commented that the High School also provides mock interviews in the library. Chair Totaro stated the Teen Job Fair is a very good event and the City should consider doing something special to encourage teen participation.

## **OTHER BUSINESS**

### **9.1 BRIEF INFORMATION ONLY REPORTS FROM PARKS & COMMUNITY SERVICES COMMISSIONERS AND/OR STAFF**

Cm. Tran reported she competed in the Dublin Idol event at the Farmers' Market.

Cm. Ballesteros reported she attended the Farmers' Market.

Vice Chair Mack reported she attended the Patriotic Luncheon at the Dublin Senior Center for the 4<sup>th</sup> of July and the Shamrockin' Sundays concert at Emerald Glen Park.

Cm. Boboc asked about the Camp Parks main gate opening. Ms. Cronin stated Staff will look into the matter and report back to the Commission.

Chair Totaro asked about the groundbreaking for Fallon Sports Park (FSP) Phase II. Ms. Cronin stated Staff will go to bid on the Emerald Glen Recreation and Aquatics Center and then proceed with FSP Phase II. The City is currently on schedule with both projects.

Chair Totaro asked if there is any update regarding the additional cricket pitch. Ms. Cronin stated Staff has had a few informal meetings with Dublin United Soccer League (DUSL) and phone conversations with two individuals from local cricket groups. One option is to renovate the current soccer fields with the cricket pitch overlay. The second option is to convert Soccer Field #1 into a cricket field. Chair Totaro commented that the cricket groups would most likely not want to wait an additional two years for the new cricket field. Ms. Cronin stated the cricket groups and DUSL have been working well together in sharing use of the field for cricket uses, mainly on Saturday mornings.

Ms. Cronin provided program and project updates.

#### **ADJOURNMENT**

Being no further business, the meeting adjourned at 8:07 PM.

Respectfully submitted,

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Jennifer Kransky  
Senior Office Assistant

APPROVED:

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Chairperson